

CALIFORNIA POLYTECHNIC STATE UNIVERSITY  
San Luis Obispo, CA 93407  
ACADEMIC SENATE

Minutes of the  
ACADEMIC SENATE  
Tuesday, April 14, 1992  
UU 220, 3:00-5:00pm

Preparatory: The meeting was called to order at 3:14pm.

I. Minutes:

The minutes of the March 10 and March 12, 1992 Academic Senate meetings were approved with one addition as follows: On page 2, item III.D., "Vilkitis: The Executive Order on GE&B was supported by the Academic Senate CSU...in the next year EO 338 will be reviewed for content."

II. Communication(s) and Announcement(s):

The Chair brought the Senate's attention to the Communications and Announcements:

- A. Documents on File in the Academic Senate Office.
- B. Academic Senate Election Results 1992-1994.
- C. AS-378-92/IC "Resolution on Visibility of the Policy on Cheating and Plagiarism," approved by President Baker on March 23, 1992.
- D. Memo from Nagai (member of SPS Student Council) to members of the Academic Senate re support of student/teacher evaluations.
- E. Two special meetings of the Academic Senate have been scheduled for Thursday, April 16, and Thursday, April 23, 1992, to finalize the "Faculty Response to the Strategic Planning Document (Goals Only)."

Koob: Three basic groups were asked to provide input on the Strategic Planning Document--the Academic Senate (which is still in the process of finalizing a faculty response), the staff committee (which turned in its response on March 31, 1992), and the student government (The student government was not able to form a mechanism for providing review as a student body). An alternative offered by Vice President Koob to assist the Academic Senate in its process of finalization was the establishment of a Conference Committee which would coordinate the responses from these three areas and provide a final document for the Senate's consideration. This Conference Committee would be comprised of three faculty members selected by the Academic Senate, two members from the staff committee, and one student. This matter was moved to the Business Items portion of the agenda for further discussion.

- F. Nominations are still being received for the positions of Academic Senate Chair, Vice Chair, and Secretary. The last day to submit nomination forms is April 28, 1992. Only one nomination for Chair has been submitted to date.
- G. The Chair announced that the Academic Senate Executive Committee will be making the nominations to the President for the Athletics Planning Board on April 21, 1992.
- H. The Chair announced that the Academic Senate Executive Committee will be making the nominations to the President for the Foundation Board of Directors on April 21, 1992.
- I. A meeting of the Academic Senate Executive Committee with Trustee Jim Considine has been scheduled by the President's Office for Friday, April 24, 1992 from 11 to 12 noon in 01-409. All Executive Committee members are asked to attend.
- J. The Chemistry Department has requested the MS program in Chemistry be discontinued. The Academic Senate has been asked to select a representative to this program discontinuance committee. The Executive Committee will make this selection at its April 21, 1992 meeting.

- K. The number of Faculty Interest Questionnaires (Senate/university-wide committee interest forms) returned this year was not plentiful. Senators are asked to encourage the faculty in their departments to serve on campus-wide committees.

III. Reports:

- A. Academic Senate Chair: none  
B. President's Office: none  
C. Vice President for Academic Affairs:

Koob: On March 31, 1992, Cal Poly was asked to submit to the Chancellor's Office a Phase I Budget. This budget assumed we would have the same number of dollars we received last year with no fee increases or growth dollars added. In that budget we had to identify positions which we would no longer be able to claim through the formula. The number of positions below formula are 112.6 for faculty and 145.5 for nonfaculty. This means that from 1985 to 1992, we have seen a formula erosion in funding of 112.6/145.5 positions. These positions will not be restored in the future.

President Baker met with Tom Hayes, Director of Finance, this past week. Director Hayes feels the governor's budget will be supported in some fashion by the Senate, and, in fact, the Senate appropriations committee did endorse an appropriations increase equivalent to a 40 percent fee increase. This assures that the budget discussion will go forward to the Conference Committee. Hayes argues that no action will be taken until the May revision at which point a suggestion for a cut will be made. However, the Governor will protect higher education against that cut until after the June primaries at which point he will be forced into a compromise with the Legislature and we're likely to suffer a budget cut. Realistically, we should expect fewer dollars in June or July.

P Murphy: So we won't know about possible faculty layoffs until later this summer?

Koob: That's a decision the President will have to make. If he should decide that the number of positions we can sustain under our most profitable budget is fewer than the number we have, in order to minimize the total number of layoffs, the decision would have to be made prior to May 15. So, again, we are caught in a very unrealistic time schedule. Next Fall's courses have been accommodated and the schedule will be published at the end of the month. P Murphy: If there are layoffs, is there an obligation to talk to the unions about the proposed layoffs? Koob: Yes. Any layoffs, whether faculty or staff, are required to go through a "Meet and Confer" step. The President will have to make the proposal to the Chancellor's Office and the Chancellor's Office will then "meet and confer" with the affected unions before granting/not granting approval for the President to proceed. Harris: Is there any input the faculty may have before May 15? Koob: I've been urging that the faculty provide us with guidance as to what they would like this university to look like. In fact the Senate Chair provided a time schedule to the Senate to provide information with respect to the program structure to indicate where strengths and weaknesses were thought to be. That's the kind of guidance that the administration needs. It would be very nice to have some representative statement from this body regarding this. Without this information, the President will have to make his judgments based on his own experience, the recommendations provided by the deans, and/or through committees of the Senate which have taken a position on this matter. So far, no indication of what should be done has been received from the Academic Senate. Andrews: Last week a charge was sent by me to the Budget, Long-Range Planning, and Personnel Policies Committees to look at making recommendations to the Senate regarding how the cuts should occur if we had a five percent reduction in budget.

Mueller: How do the position losses at Cal Poly compare with other campuses? Koob: They're very similar since budget cuts were made across the board among campuses. The CSU made no attempt to provide deviations from the historical fraction of the total dollars given to each campus except San Marcos. Gooden: Has administration come to a philosophy as to how to make the cuts? Koob: Not yet. I have been meeting regularly with the Deans' Council to establish some philosophy, and I have met with a subcommittee of PACBRA for help in establishing such a philosophy. But, whatever cuts will have to be made in this year will have to be done for budgetary reasons. Cuts due to budgetary reasons have a series of rules associated with them. They are not program discontinuances. They are the unfunding of activities. Then, if the Senate chose at a later time to keep

such activities cut, then it can propose that we discontinue the program which is a different set of procedures. If this happened, additional notifications would go out to make permanent any layoffs taken for budgetary reasons. It's a two-step process. It is my preference to identify those programs which are unlikely to be brought back in the future before any funding decisions are made. That is why I would like to have the faculty's view of what Cal Poly's future is supposed to look like as soon as possible.

Botwin: Shouldn't administration bring to the Senate's attention those areas they feel are areas of weakness for the Senate's recommendations? Koob: Administration is here primarily to manage resources. The primary function of the faculty is to shape the curriculum. If faculty had a composite view of what they felt were the strengths and weaknesses of Cal Poly's curriculum, this information would be valuable in guiding the decisions of administration. Everyone must take care of their primary areas of responsibility and work as a team.

Conway: I'd like to respond to several things mentioned earlier. (1) Layoffs on other campuses: Layoffs were not handled the same across the system. 3,406 faculty members lost their jobs from last year to this year. We have not been able to get the number of faculty which were not rehired at Cal Poly due to a lack of funds. All part-time lecturers and lecturers who have been here less than six years and do not have a two-year entitlement, could simply not be retained and layoff procedures would not apply to them. At San Diego State, 500-600 faculty were laid off based on the hypothesis that the budget was going to be worse than it was. (2) Layoffs within reverse order of hire refers to hires within categories and there are specific categories for layoffs. You start with the lecturers in that six-year, guaranteed two-year contract category first when you're talking about formal layoffs. FERPS now come before probationary faculty, etc. (3) Gary Hart, Chair of the State Education Committee stated he expected about a twenty-five percent fee increase which basically brings us to the budget we had this year. (4) One of the chilling things that happened at the Delegate Assembly, reported by our Governmental Relations Office, suggested that if Willie Brown and the Governor continue to play adversarial games with the budget, we may not have a state budget until January '93. Gary Hart disagreed with this. I would caution you [the Senate] not to engage in permanent program cuts on the basis of a hypothetical budget.

Kersten: Has the decision of vertical cuts vs. horizontal cuts been resolved? Koob: There is never a pure way to do anything. There is no way to do vertical cuts only. There will have to be a compromise between these. We can't control all the variables and do just one thing. Kersten: If a program is cut but doesn't go through the program discontinuation process, will it be brought back? Koob: If a program is discontinued for lack of funds, to bring it back would depend on the current balance in the budget. Last year, this university protected its people at twice the average of the system at the expense of its operating budget. So the question is are the current operating budgets appropriately designed for the best quality instruction? As a university we would have to decide whether it would be best to have more money in a certain program or in the operating budget. Conway: I hate to see the graying of the area between programmatic changes and budgetary cuts to programs.

D. Statewide Senators:

Vilkitis: (1) James Highsmith of the Academic Senate CSU has prepared a very good summary on the current funding crisis and what could be done to help. He is not very optimistic about the situation and feels it may worsen although he has no hard facts to back this up. (2) San Jose State University has requested the statewide Faculty Affairs Committee to review their Sense-of-the-Senate resolution regarding peer review for temporary faculty. This resolution rectifies the Memorandum of Understanding which eliminated peer review in the decision making process when offering a two-year contract to temporary faculty unit employees with six or more years of service. Senators were asked to inform Vilkitis of any comments they have on these matters before the next statewide Senate meeting on May 6/7. (3) The Faculty Affairs Committee has drafted a statement of Professional Responsibility which is an update of the current statement dated 1971.

E. CFA Campus President: Given above.



F. ASI Representatives: none

IV. Consent Agenda:

V. Business Items:

- A. Resolution on Academic Program Reviews, second reading: A copy of Substitute Resolved Clauses was distributed. P Murphy: This document would be nice to dismiss by voting for it. But if we do, we are abdicating our responsibility. Until we have a strong sense of what makes a quality department/academic unit this will be ineffective. 'Nothing' is being done by passing this. J Murphy: What do you suggest we do instead? What alternatives are there? P Murphy: I don't know. Ampsacher: Any document used for program evaluation alone, much less one that admittedly will be used for funding, needs to have standards and weights. Harris: I advocate we move forward with this and ask the evaluation committee to bring us what standards they're going to use. Vilkitis: This may not be a perfect document but the control does come back to the Senate. We can appoint an interim committee to start the process. If the changes in the criteria that come back from that committee aren't accepted, then we can do something at that point in time. This allows some lead time in establishing a permanent committee. Procedurally, we can establish an interim committee, use this document as a basis for starting our analysis, and we can start forming a permanent committee for implementation thereafter. This resolution gets the committees formed. Weatherby: The questions being raised here have been raised for two months. It seems there are two decisions that need to be made: (1) do we want a program review by outside bodies; and (2) if yes, then with the diversity on this campus, enough questions need to be asked so that each department can make a fair case. The standards for each department are going to be established by the peers in the subject field. We can't have university-wide standards because there is too much diversification. M/S/P (unanimous) to adopt the substitute resolution which replaces the three Resolved clauses of the original resolution with the six Resolved clauses of the substitute resolution.

Kersten: Whoever sits on the evaluation committee makes the interpretation of criteria, makes the judgments about programs, and will determine the quality of the review. I think the selection of the people who will sit on this committee is something we really want to think about because they will wield a lot of power. I support the document. Peach: My fear is that this will turn into an activity that produces no results. We should put a sunset clause on it so if it's not working it can be eliminated. Bertozzi: On page 33, item 12, it states "The responses of the Academic Senate should be limited to broad policy issues raised by the Review process, rather than focusing on recommendations concerning specific aspects of a program." What are some of the "broad policy issues" referred to? Weatherby: The Senate will have control over the structure of the review committee. The review of program specifics should be the responsibility of the review committee and the Senate's role is to deal with the process of review. The Senate is not the forum for debating a program's merits. J Murphy: We have to be able to answer what is the purpose of program review? The purpose of program review is to strengthen programs. There is no mention in this document about program cuts. Mueller: Why not use the present five-year review for this experiment? Weatherby: The reason we rejected that idea is because a self-evaluation is no evaluation. It is structured to pat one's self on the back. Bailey: The School of Science and Mathematics has again been left out on page 31, item 6. M/S/P to adopt the amended resolution (one nay).

- B. Resolution on Change of Grade, second reading: An amended page 36 was distributed at the meeting. J Murphy: The additions noted on the amended page 36 were added to give examples of what might be considered "extraordinary circumstances." The concerns mentioned by the Fairness Board in their memo to Glenn Irvin of March 30, 1992 were recognized by the Instruction Committee. Botwin: Is a "U" grade addressed in this? J Murphy: Not specifically. The resolution simply identifies any grade change that might be made. The student will need to take some positive action to change a "U" grade. A friendly amendment was offered (by P Murphy) to change the Policy section of the last Resolved clause to read as follows:

Changes of Authorized Incomplete; ~~Unauthorized Incomplete~~;  
and Satisfactory Progress symbols will occur as the student

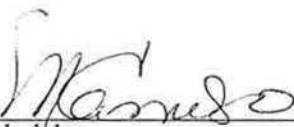
completes the required course work, and therefore such action does not normally require a request for a change of grade on the part of the student...

This editorial deletion was accepted by the Chair of the Instruction Committee. Harris: Why is the department head required to sign the form? The Fairness Board had this concern. An amendment was offered (by Harris) to strike the last sentence of item 3 on page 36, "...~~The form will further be signed by the department head/chair before acceptance by the Registrar.~~" The amendment to strike this sentence was passed unanimously.

M/S/P to adopt the resolution with the additional two changes noted above (one nay).

VI. Discussion:

VII. Adjournment: The meeting recessed at 4:55pm. The meeting was continued to April 16, 1992 from 3-5pm in Bldg. 53, room 215, to complete the remainder of the agenda.

  
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Recorded by:  
Margaret Camuso  
Academic Senate Office

4.24.92  
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Date:

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Approved by:  
Craig Russell, Secretary  
Academic Senate

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Date: